



Flathead County EMS  
625 Timberwolf Parkway  
Kalispell, MT 59901

EMS Administrative Board Meeting  
February 12, 2019 @ 1:00pm  
Flathead Emergency Operations Center

### **Members Present**

Chair: Wayne Miller, MD  
KRMC: Ryan Pitts  
NVH: Amy Vanterpool  
Jacob Pitcher (GPIA Fire)  
Amy Vanterpool (NVH)  
Mary Granger (Lakeside QRU)

Richie Berndt - FVCC

### **Others Present**

Mark Thiry – Chief Bigfork Fire  
  
Amy Beick – Chief Smith Valley  
Lisa Swanson – FC EMS Manager  
Jordan Owen – Lakeside QRU  
James Brower – Smith Valley  
Linda Chambers – ALERT  
Justin Bartels – ALERT  
Dr. Richard Briles – Medical Director  
Juanita Nelson – OES  
Liz Brooks – FECC  
Katie Mast – Chief Marion Fire

### **Call to Order**

Meeting was called to order by MILLER at 1300 Hrs.

**Nomination of Chair and Vice-Chair** MILLER asked for nominations for Chair; GRANGER nominated MILLER for Chair. Motion to close made by VANTERPOOL, second by PITCHER. MILLER asked for nominations for Vice-Chair; MILLER nominated GRANGER for Vice-Chair, second by PITCHER. MILLER asked for motion to close, motion by VANTERPOOL, second by PITCHER. Vote was taken, motion passed. MILLER will remain as Chair and GRANGER will remain as Vice-Chair.

**Approval of Agenda** –MILLER asked for a motion to approve the agenda.

MOTION to approve agenda; Moved by VANDERPOOL, seconded by GRANGER, all approved.

### **Approval of Minutes**



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MOTION to approve Minutes November 13, 2018. Moved by GRANGER , 2<sup>nd</sup> by VANTERPOOL. Motion passed

### **Citizen Comments**

NONE

**Ratification of County EMS Payout funds** – MILLER asked for a motion to ratify the May-October 2018 County EMS payout from levy funds. GRANGER made a motion, PITTS seconded. Motion passed. GRANGER asked for clarification as to why the FSA was included in the payout. NELSON explained that it sits in reserve in case a fire department responded to an EMS call outside of the normal response area. NELSON stated that she doesn't believe it has ever been used. It remains as part of our cash balance and budget amendments are made if it gets too high.

**CISM reimbursement and budget**- The EMS office currently reimburses the CISM Team for their response to requests for debriefs, training, name badges. NELSON said that that dates back to July 2009. Drew BUCKNER has agreed to provide the EMS Office with a rough budget with training and travel. The amount for debrief reimbursements vary depending on need. The EMS office is requesting the Board's approval to continue to doing what we are doing as far as reimbursing them for their training, travel and call outs.

PITTS made a motion that the Board approve to continue paying for the CISM teams training and travel up to \$4,000 a year. VANTERPOOL seconded; motion passed.

**Medical Director Report** - BRILES thanked SWANSON on the success of the recent EMT Refresher and the change in format. It was well received by those that attended and the instructors.

In January, BRILES attended the meeting of the State Medical Examiners; they were unable to get through their entire agenda due to time constraints. They were unable to talk about protocol changes, however they did discuss some transfer protocols that allows the paramedic to transfer patients from hospital to hospital. At times these patients are on various drips, and this protocol allows a paramedic to conduct that transfer without the need for a nurse. The only exception would be conscious sedation drugs such as Propofol and also patients on ventilators; if a patient is on a ventilator it will require a nurse or critical care paramedic.



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Local changes include the approval of Nitrous Oxide in Flathead County. Currently, Whitefish Fire is the only agency using Nitrous but BRILES has approved it for other agencies that wish to start carrying it for pain management. He stated it can be rather expensive but it is an option for agencies to start using, as it is safe, works well and has very few contraindications.

BRILES is continuing doing online chart review. He stated that he reviews a few reports a day, and that process is working well.

BRILES discussed that he originally was going to stand down from his position in 2019. He has since changed his mind and would like to stay until July 2020. This would allow departments to keep their current DEA Site licenses and would not require them to renew again this summer. BRILES asked the board to begin gathering any applications from physicians with interest in the Medical Director position. BRILES said he is willing to split his stipend with the new director from January 2020 - July 2020 until they are up to speed. He would help mentor them and assist with any training that is needed.

BRILES met with the new CEO at KPMC Craig Lambrecht . He stated he is a board certified emergency room physician and BRILES is encouraged by his meeting. LAMBRECHT understands emergency medicine and “speaks the language” and is very interested in EMS.

**EMS Manager Report** – SWANSON discussed Protocol Work Group which has continued to move forward with reviewing the current county protocols. Most of the treatment pages have been gone through, and the drug cards will be next. The biggest change is the layout of the document to make it into a usable document. There was a lot of repetitive language and confusing language that needed to be undated.

OWEN, chairman of the work group, stated that the work group has been working diligently and has been working well together. The biggest issue was the way the protocols were laid out. The group has added color coding, and streamlined the entire document. The final document should help provide better patient management and ease of use by the provider. SWANSON reiterated that the group is not changing drugs, doses or any “nuts and bolts” of the protocols, but rather just changing the layout so that it’s easier to read and use. BRILES stated that this process review is long overdue, and he is in full agreement that it is time to make changes so that it can be used and understood by those in the field.

SWANSON also talked about the development of a new webpage that will show ALL training opportunities that FC EMS is sponsoring. This will allow a “one stop shopping” experience for



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the student and will eliminate the need to go to multiple locations to sign up for courses. This was part of the package deal made with Best Practice Medicine to provide some classes for Flathead County. The webpage is fully customizable, and can support many other class signups not just those taught by BPM.

SWANSON stated that the EMS office has purchased a machine capable of making ID badges for each EMS agency in the Valley. This will allow members to be clearly identified when responding in personal clothing and vehicles. Not only will this allow community members to know who they are talking to it will help hospital staff identify EMS staff while in the ED, if they are in plain clothes. The ID badges will not grant anyone access to doors, or controlled areas. However, it will simply be a way of identifying who people are and show their licensure level. The format the badges has not been determined yet, but will include a photo of the individual, the name and logo of department they are affiliated with and coloring coding to clearly show their level of licensure. This was in response to requests from multiple agencies to provide this to the EMS community of Flathead County. MILLER stated that the board fully supports this project.

**New Business** – MILLER stated that the quarterly meetings do not seem to be effective any longer, so effective immediately EMS Admin Board Meetings will be every other month with the next meeting being held in April.

**Budget** – NELSON shared a financial summary through January 31, 2019 to the board. Expenditures are at or below 58.33% as of now total expenditures are at 44.9%, so we are well below that number. NELSON said she does not see any specific line item that causes any concern.

GRANGER asked NELSON what a specific line expenditure item was for stated as “personal services”. This was explained that it is actually reads as “personnel services” which NELSON explained is the salary, insurance, taxes and all contracted instructors utilized by the EMS Office.

### **Comments**

BARTELS from ALERT stated that they are having an issue with EMS providers not knowing that ALERT is not being paged on some calls. He stated that they believe that they should be on some department’s response plans that they are not currently on. He said that they are getting requests from Three Rivers and Bigfork Ambulance that those departments are assuming that ALERT is coming to some calls and ALERT is not being dispatched. He stated that when the new CAD system was built that ALERT was “left off of some run cards” that ALERT believes

they should be on. He said that when the new “cards” were written by the “CAD people” that the fire chiefs were supposed to be involved with the process in writing their new response plans. ALERT feels they were left off of response plans they should be on.

BARTELS stated that the problem is that the chiefs have not informed their crews that they did not add ALERT to some of their response plans. He said that in the old system ALERT automatically went to places they are no longer automatically being sent to. MILLER asked if the issue is isolated to those two agencies, Three Rivers and Bigfork. BARTELS said that those are two that he knows of for sure, but that there are “many others”. He stated that some paramedics/EMT’s from those agencies said “ALERT should have been a on specific call” and they were not.

GRANGER asked BARTELS if he has reached out to any of the “many agencies” he was referring to and he said that it was “Dick Sine and Rick Sacca that changed the response plans without the fire chief’s knowledge.” BARTELS said that ALERT wants to have the system go “back to the way it was” and requested that OES “just add the old information into the new system” exactly the way that is used to be. He requested that the old information from two years ago just be inputted in to the new system. GRANGER agreed and said “I don’t know why not” and that it should be possible.

SWANSON explained that is not possible. The new system is exactly that, a new system and the two platforms do not communicate with each other. The current response plans had to be built by hand, from the ground up. There were 19 different meetings that were held that the fire chief’s had opportunity to participate in and manage their plans. Some departments were more involved than others. However, it is the responsibility of the Authority Having Jurisdiction (AHJ) Chief to manage “their” response plans. SWANSON further stated that she has had zero requests from any chief from any jurisdiction to add ALERT to the current plans. She also stated that she has received zero complaints or concerns from any chief regarding the lack of ALERT being on their current plan. BARTELS again said that no meetings have taken place with the chiefs to address the problem. SWANSON reiterated that that was due to the fact that no chiefs have requested a chance to the current plans.

GRANGER said that ALERT’s frustration is that they have reached out to OES and received no support in changing the response plans. She specifically said that ALERT has asked for SACCA and SWANSON to change the response plans but that hasn’t happened. SWANSON said again, that no chiefs have asked for their response plans to be changed. The ONLY people that have the authority to change response plans are the chiefs of those jurisdictions.

SWANSON said that if the chiefs have not adequately informed their own responders of what their response plans currently are, that is back on the chiefs in that it is “their” jurisdiction and “they” built the plans. The only people that can request changes be made to the plans are the chiefs themselves.



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THIRY stated that his responders are aware of the plan, and request the helicopter when they feel that they need it. CHAMBERS said that members of Bigfork Ambulance specifically “chewed out” the ALERT crew on one occasion because they wanted the helicopter and it wasn’t there. When further asked by THIRY what exactly was said and by who, CHAMBERS then stated that wasn’t so much that they were chewed out by crews but rather they said they “wished ALERT would have been on “a specific call. One example CHAMBERS gave was actually a Lake County call that Bigfork responded to as mutual aid. SWANSON stated that she has no ability to affect the response plans of Lake County.

MAST stated that she has added ALERT to the response plans she wants them to go to and that it is working as created. She has reported no issues and that the system “works perfectly.” She also said that she has taken an active role in managing her plans, and that it comes back to the chiefs to do the same.

SWANSON again said, changes can be made to any plan. BARTELS maintained that some chiefs didn’t know that ALERT was “taken off their response plans.” SWANSON used the example of Lakeside QRU, GRANGER and Brian REED made a request to change their response plans as well as change some of the borders of their districts and those changes occurred and are working as designed. It is an issue of the chiefs needing to take responsibility for their plans, and their jurisdiction. OES (Office of Emergency Services) is happy to make changes where needed but those requests must come from the chiefs.

BARTELS again said that Three Rivers and Bigfork responders have both told him that they were expecting the helicopter on calls where they didn’t respond. THIRY asked for specific people and calls, because he has heard from no one in his department that that had occurred. BARTELS maintained that the response plans must have been changed or created without the chief’s knowledge. NELSON said that was untrue and said there were 19 separate meetings that chief’s could attend prior to the new CAD system going live to have input on their plans.

BRILES said that he agreed that the chiefs need to take an active role in their plans. However, if there are instances where patient care is being compromised that he needs to know about it. CHAMBERS said she also believes that the chiefs were left out of the process and were expecting ALERT to be auto dispatched to calls that they now are not. She said that the fire chiefs were not given enough communication as to how the process worked. CHAMBERS asked that any of the previous plans that ALERT was on, that they be added back.

BARTELS asked BROOKS if she still had the old run cards, and to go into the new system and add them. She explained that is not possible. New response plans were built with the new system. All plans were made from scratch and built by the chiefs from the ground up.





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At 1421, MILLER said that the board would now be entering a closed session and the general meeting would be closed after that time. The Board then came back out of closed session and MILLER asked for a motion to adjourn, motion made by PITTS, seconded by GRANGER. Meeting closed at 3:28 pm.

**Meeting Adjourned** 1528 Hrs  
Lisa Swanson, Recorder

**Next EMS Administrative Board Meeting**  
April 9, 2019 @ 1:00pm  
Flathead Emergency Operations Center